

Administrative - Internal Use Only

12 DEC 1977

MEMORANDUM FOR: Deputy Director for Operations

FROM :  Acting Director of Personnel

SUBJECT : Gift Received from Representative of a Foreign Government

REFERENCE : Your Memo, Subject: Disposition of Unsolicited Gift, dtd 28 Oct 1977

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1. The Chief of Protocol, Department of State, has approved the retention and "subsequent use at official functions" of the three remaining cans of caviar reported in referent. We were reminded in strong terms that Government officials are expected to discourage foreign gifts and that the new legislation emphasizes this Federal policy.

2. The Agency was instructed to use the caviar only in the area designated by the General Services Administration, i.e., the Executive Dining Room. Therefore, the caviar should be delivered to the Manager of the Executive Dining Room with instructions that it is to be used only for official functions.

STAT

Distribution:

- O + 1 - Addressee
- 1 - AD/Pers
- 1 - OPF - Wells, William W.
- 1 - C/BSD
- 1 - BSD/HMAB

OP/BSH/HMAI  mcm (9 December 1977)

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DEPARTMENT OF STATE

Washington, D.C. 20520

November 23, 1977

STAT

[Redacted]  
Acting Director of Personnel  
Central Intelligence Agency  
Washington, D. C. 20505

Dear [Redacted]

STA

As requested in your letter of November 9, the Chief of Protocol is pleased to authorize retention for official display at CIA Headquarters Building the six gifts listed in your letter and presented to Agency employees by foreign officials.

As Federal property these gifts should be accounted for and safeguarded at all times in accordance with standard Property Management procedures. If at any time they are no longer desired for official display within CIA, they should be forwarded to the Office of Protocol for disposition in accordance with the provisions of 5 U.S.C. 7342 and Title 22, Part 3, of the Code of Federal Regulations.

Approval is also granted for CIA to retain for subsequent use at official functions the four cans of caviar given to an agency employee by an official of a foreign government.

Sincerely,

Hampton Davis  
Assistant Chief of Protocol